

REQUEST FOR QUOTATIONS (RFQ)

GOODS		SERVICE	X
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DESCRIPTION:	Appointment of service provider, with CIDB Grading of 2 EB or higher, for Electrical Services, Electrical Maintenance & Installation at SAAO Cape Town, for a period of two (2) years.		
RFQ NUMBER:	NRF/SAAO/RFQ/112370		
DATE ISSUED:	08/05/2025		
CLOSING DATE AND TIME:	FRIDAY, 23/05/2025 @ 16:00		
QUOTATIONS TO BE SUBMITTED TO:	scm@saa0.ac.za		
PREFERENCE POINTS SYSTEM:	80/20		
DELIVERY INFORMATION			
LOCATION:	SAAO , 1 OBSERVATORY ROAD, OBSERVATORY		
LEAD TIME (from purchase order date)	AS AND WHEN REQUIRED		
Enquiries relating to bidding procedures may be directed to:		Technical enquiries may be directed to:	
Contact person:	SCM	Contact person:	Sanchia Lewis
E- Mail address:	scm@saa0.ac.za	E- Mail address:	sanchia@saa0.ac.za
Telephone No:	021 447 0025	Telephone No:	021 201 1623

SUPPLIER INFORMATION

Name of Bidder Name:

Street Address:

Telephone Number

Code Number

Cell Phone Number

Code Number

Facsimile Number

Code Number

E-Mail Address

VAT Registration Number

**Tax
Compliance
Status**

Tax
Compliance
System PIN

OR

Central Supplier
Database No.

MAAA

**B-BBEE Status
Level Verification
Certificate**

Tick Applicable Box.
☐ Yes ☐ No

**B-BBEE Status
Level Sworn
Affidavit**

Tick Applicable Box.
☐ Yes ☐ No

[A B-BBEE status level verification certificate/sworn affidavit (for EMEs & QSEs) must be submitted in order to qualify for preference points for B-BBEE – also refer to the SBD 6.1]

**Are you the accredited
representative in South
Africa for the
goods/services/works
offered?**

☐ Yes ☐ No
[If yes
enclose
proof]

**Are you a foreign-
based supplier for
the
goods/services/work
s offered?**

☐ Yes ☐ No
[If yes, answer the
questionnaire below]

Is the entity a resident of the Republic of South Africa (RSA)?

☐ Yes ☐ No

Does the entity have a branch in the RSA?

☐ Yes ☐ No

Does the entity have a permanent establishment in the RSA?

☐ Yes ☐ No

Does the entity have any source of income in the RSA?

☐ Yes ☐ No

Is the entity liable in the RSA for any form of taxation?

☐ Yes ☐ No

If the answer is "No" to all of the above, then it is not a requirement to register for a tax compliance status system pin code from the South African Revenue Service (SARS).

1. INTRODUCTION TO THE NRF

The National Research Foundation (“NRF”) is a juristic person established in terms of the National Research Foundation Act, Act 23 of 1998, and a Schedule 3A Public Entity in terms of the Public Finance Management Act (PFMA). The NRF is the government’s national agency responsible for promoting and supporting research and human capital development through funding researchers, provision of the National Research Platforms, and science outreach platforms/programs to the broader community. The NRF provides these services in all fields of science and technology, including natural science, engineering, social science, and humanities.

The NRF is a schedule 3A entity under the PFMA (Act 29 of 1999), which is required to plan and report on its activities and organizational performance, and which is to be audited by the Auditor-General of South Africa (AGSA) on an annual basis. As part of the AGSA audit requirements, the NRF has to collect / document and store details, data and/or information of all persons and activities that form part of its performance record as proof thereof. In terms of this requirement, all persons making use of NRF facilities, platforms, equipment, tools etc., for research and related purposes are required to provide their personal details/data/information as per the template below or other similarly appropriate format. By completing your information in the template/register/record below and appending your signature thereto, you confirm your consent, in line with the Protection of Personal Information Act 4 of 2013, whereby the NRF and any of its business units may process (collect, receive, record, organize, collate, share, store, update, modify, retrieve, alter, consult, use, disseminate, distribute, merge, link, erase or destroy) the personal information you provide within and amongst its business units/functions for the purpose of fulfilling its statutory mandate, public accountability and other regulatory/legal requirements.

1.1. INTRODUCTION TO THE BUSINESS UNIT (SAAO) RESPONSIBLE FOR THIS RFQ

The South African Astronomical Observatory (SAAO) is a facility of the National Research Foundation and is the national centre for optical and infrared astronomy in South Africa. Its prime function is to conduct fundamental research in astronomy and astrophysics by providing a world-class facility and by promoting astronomy and astrophysics in Southern Africa.

2. SUPPLY SPECIFICATIONS

SAAO invites the submission of quotations for the following:

Appointment of a service provider for Electrical Services, with CIDB Grading of 2 EB or higher for servicing, maintenance, repairs, alterations, relocation and new installations of Electrical infrastructure at SAAO Cape Town, for a period of two (2) years as and when required.

LOCATION:

1 Observatory Road,
Observatory
Cape Town

SAAO has the right to cancellation due to non – performance

2.1. GENERAL SPECIFICATION

The objective is to do the following servicing, maintenance, repairs, alterations, relocation and new installations of Electrical infrastructure at SAAO, in a sustainable manner while ensuring compliance to general safety and all relevant SANS 10400 legislation.

The successful bidder will be required to source and supply all the necessary materials, and bring together every expertise and control necessary to successfully complete the works in the minimum amount of time, while placing a huge emphasis on working closely with the administrators and managers of the building, by keeping all informed of the progress of the various jobs and providing regular updates from your team. You will actively monitor all aspects of the projects, until they are completed in accordance with your operational objectives.

The service provider will be fully responsible for meeting all requirements in this document regarding the works. In addition, all works will be carried out to the standard and SAAO working procedures, as well as any applicable governing law and/or regulations.

The contractor must ensure that all work performed and/or equipment used on site complies with the Occupational Health and Safety Act (OHS Act No 85 of 1993)

The contractors must make provision for a safety file which must be handed to the SAAO SHE manager prior to commencement of any work and be up-to-date at all times.

2.2. DETAILED SCOPE OF WORK

The scope of work comprises of servicing, maintenance, repairs, alterations, relocation and new installations of Electrical infrastructure at SAAO This includes any electrical installation, repairs, and alterations required or emanating from such building/civil maintenance work. The bidder will provide the skilled and competent labour in a variety of

electrical trade to achieve the successful completion of works as listed below but is not limited to the following:

a) Electrical works

- The Corrective, Preventive and Planned Maintenance of SAAO building infrastructure.
- All work to be carried out by suitably qualified electrician and to comply with all relevant and applicable standards
- For any underground installation, before any excavation works commence, contractor to confirm cable and services locations with SAAO responsible department
- A COC according to SANS 10142-1 to be issued on completion of all electrical installation work
- Quotation shall be fit for the purpose and be based on details as provided by SAAO
- All consumables (cables, lugs, glands, securing hardware etc.) to be included in the quotation
- All labour, travelling and materials to be included in the quotation
- An instruction to carry out work must first be obtained from SAAO before commencing any work and all work to be supervised by SAAO responsible department
- SAAO will accept no responsibility for defects introduced by tampering of unauthorized alterations made to electrical installation by the contractor
- Any variations to the quote or additional work must first be detailed and agreed upon by both SAAO and contractor before the commencement of such work

The quote needs to contain the following:

- Contract Number
- Quantity of material
- Unit price per this contract;
- 3rd party supplier quotes where required
- Delivery Date;
- Timeline of project;
- The specific delivery site.

The detailed quotation will be submitted to the Site and Safety officer for approval. This will then go to Supply Chain Management Office for processing;

Where specific procurement items as specified in the contract are required, the SAAO issues a purchase order stating the contract number for the requirement.

Once job is completed on site SAAO staff to sign & verify materials & labour component

All invoices to be reconciled to the signed job card

b) Guarantee

All new equipment, materials, workmanship, repaired are furnished with a written guarantee which includes a defects liability period from date of issue of the guarantee as prescribed by the manufacturer.

c) Response & Call – Out Response times

SAAO operates 24/7 with normal office hours 8:00 to 16:00 hence the contractor will be required to respond to a work instruction from SAAO within 24 hours. For emergency repairs the contractor shall ensure at any time of the day or night, seven (7) days a week, inclusive of all statutory holidays, throughout the contract period, that appropriate staff are available to respond to call-outs. The response times to emergency call-outs must be within 3 hours from being notified.

The response times to normal call-outs must be within 5 hours from being notified.

d) Control of work and Quality Assurance:

It is an essential element of this contract that the control of the work, the Quality Control and Quality Assurance falls under the direct control of the Contractor. The Quality Control on site shall be structured by a person with the required expertise and knowledge to ensure the progress and the quality of the work produced is of a high standard.

Attention to detail is of prime importance. Should the Quality be of an unacceptable standard, the representative of SAAO will stop the Works and no other work shall continue until the Quality is of an acceptable standard.

Delivery address:

1 Observatory Road,
Observatory
Cape Town

2.3. PRICING INSTRUCTIONS:

- Bidders must price in accordance with the pricing schedules below, this will enable SAAO to compare priced offers, the priced rates in the BOQ must indicate the price escalation per annum for year 2.
- Failure to submit a priced offer using the prescribed schedules may make the bid liable for disqualification.
- A Detailed Breakdown of costs must be attached to all invoices.
- SAAO at times may require labour only as the material and equipment may be in stock or free issued to the contractor.
- All rates quoted as part of this bid will apply to ad-hoc works as/when required (additional work outside scheduled maintenance).
- Do not leave any area blank in the pricing schedules.
- All payments will be made 30 days from receipt of invoice.
- Payment for this contract will be against proven cost accompanied by receipts and work request report.
- Provision must be made for the contractor to visit site to inspect and provide a quotation as /when required prior to commencement of work.

- All transport, deliveries and travel cost must be included as part of the rates in the BOQ, no claim may exceed the distance from the primary place of business.
- 3rd Party Procured Items – Equipment, Spares, Sub -Contracting and material will be charged at cost plus mark-up of percentage (%). Mark-up must be inclusive of VAT. Please state percentage mark-up in the BOQ.

2.4. CONTRACT PERIOD

- The contract commences with immediate effect upon the SAAO issuing you with an official order confirmation and will continue for a period of two (2) years or once the contract value has been reached.
- The value will be advised upon the order.
- The agreement may be terminated with one months' notice by either party or by mutual agreement.

2.5. SUB-CONTRACTING

- If part of the work will be sub-contracted, company profiles of each sub-contractor to be submitted with the proposal.
- The successful bidder may not subcontract the whole of the works.

3. EVALUATION PROCESS

The RFQ will be evaluated in the following three phases:

Phase 1:	Administrative compliance / submission of all returnable documents and completion of all returnable schedules
Phase 2	Specification evaluation and eligibility
Phase 3:	80/20 preferential point system in terms of PPPR22 - 80 – Price (VAT and all taxes included) - 20- Specific goals (BBBEE STATUS LEVEL) Refer to SBD6.1 - Specific goals: <i>relevant in accordance with the B-BBEE Codes of Good Practice and the PPPFA that are contracting with persons, or categories of persons, historically disadvantaged by unfair discrimination on the basis of race, gender, or disability</i>

Phase 1 – Administrative Compliance

All returnable documents marked mandatory ('M'), must be completed or submitted by service providers in order to proceed to be evaluated further in Phase 2.

Returnable Document/ Schedule	Mandatory (M) / Optional (O)
Signed SBD 1 form	M
Signed and completed SBD 3.1 form (pricing schedule)	M
Signed and completed SBD 4 form	M (=> R 2 000)
Signed and completed SBD 6.1 form	M (=> R 2 000)
Valid BBBEE certificate, or sworn affidavit detailing annual turnover, in the case of EMEs and QSEs	O (preference points will not be allocated if not submitted)
Company Profile, indicating similar previous work done as per specifications	M
CIDB Grading of 2EB or Higher	M
Electrical Maintenance environment to a minimum of 3 projects – The Project list must include the Value, Duration and Scope of works of the contract within the last Five years.	M
Submission of Curriculum Vitae (CV) confirming the qualifications and experience of the suitably qualified staff in following related trade – Electrician. (valid trade certificate to be submitted for each trade).	M
Valid Letter of Good Standing issued by Compensation Commissioner OR COIDA certificate.	M
Submission of Sub-Contractor details if applicable.	M

4. PRICING SCHEDULE – FIRM PRICES PURCHASES (SBD 3.1)

NOTE: ONLY FIRM PRICES WILL BE ACCEPTED. NON-FIRM PRICES (INCLUDING PRICES SUBJECT TO RATES OF EXCHANGE VARIATIONS) WILL NOT BE CONSIDERED IN CASES WHERE DIFFERENT DELIVERY POINTS INFLUENCE THE PRICING, A SEPARATE PRICING SCHEDULE MUST BE SUBMITTED FOR EACH DELIVERY POINT

IF YOUR PRICES ARE VARIABLE (SUBJECT TO CHANGE), PLEASE SPECIFY THE VARIABLES THAT WILL AFFECT THE PRICE.

OFFER TO BE VALID FOR 60 DAYS FROM THE CLOSING DATE OF BID.

Respondents are requested to complete the pricing schedule below in response to this Scope of Work. If the respondent feels there are any additional items that should be priced but were not included as part of the original scope of work, please submit separate quotation in company letter head

PRICING SCHEDULE (LABOUR) PART A

Item	Description	Unit	UoM	Normal Hours, Rate	After Hours, Rate per hour	Saturday Rate per hour	Sunday / Public Holidays Rate per hour
1.	Site Supervisor	1	Hr	R	R	R	R
2	Red seal - Electrician	1	Hr	R	R	R	R
3	Elconop 1	1	Hr	R	R	R	R
4	Elconop 2	1	Hr	R	R	R	R
5	Elconop 3	1	Hr	R	R	R	R
6	Electrician's Assistant	1	Hr	R	R	R	R
7.	General worker /Labourer	1	Hr	R	R	R	R
8	ADD			R	R	R	R
9	ADD ALL 4 RATES ABOVE TO BE CARRIED TO SUMMARY SUB TOTAL (PART A)			R			

	OTHER PRICES PART B				
Item	Description	Unit	Rate	Proposed % mark up on materials	
10.	Issue of CoC (Certificate of Compliance)	1	R		
11.	SHEQ File once off	1	R		
12.	SHE inspection per visit 1hour when needed	1	R		
13.	Travel	Per 1 km	R		
14	Mark up percentage on materials			%	
14	SUB TOTAL (PART B)	R			
15	SUB TOTAL Part A + Part B	R			
16	Vat 15%	R			

17	TOTAL	R		
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5. BIDDING CONDITIONS FOR THIS RFQ

The following conditions will apply to this request for quotations:

- 1) Price(s) quoted must be valid for at least (60) days from date of your offer.
- 2) Price(s) quoted must be inclusive of VAT, if applicable.
- 3) The bidder is required to submit:
 - a) Proof of B-BBEE Status Level of contributor, to claim points as per SBD 6.1
 - b) An EME is required to submit a sworn affidavit confirming their annual total revenue of R10 million or less and level of black ownership to claim points as per SBD 6.1

- c) A QSE is required to submit a sworn affidavit confirming their annual total revenue of between R10 million and R50 million and level of black ownership or a B-BBEE level verification certificate to claim points. As per SBD 6.1
- 4) **No award will be made to a service provider who is not registered on CSD.** To register <https://secure.csd.gov.za/>.
- 5) Quotations equal to above R 2000 (VAT included) must be accompanied by the relevant SBD documentation as per section 3 of this document for Quotations duly completed.
- 6) The successful provider will be the one scoring the highest points in the event of the lowest bid being higher than R 2000. (VAT inclusive).
- 7) For goods/ services below R 2000 the successful bidder will be one with cheapest acceptable quotation.
- 8) SAAO reserves the right to withdraw any invitation to quote and/or to re-advertise or to accept a part of it. SAAO does not bind itself to accepting the lowest quotation.
- 9) This request for quotations is subject to the National Treasury General Conditions of Contract (GCC) and, if applicable, any other special conditions of contract.
- 10) **Payment terms is within 30 days from date of receipt of invoice and when goods have been delivered. (No Pre- Payment allowed).**
- 11) **Where supplier terms and conditions are different from SAAO set terms and conditions**

SBD 4 - BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state?

YES/NO

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

2.2

Full Name	Identity Number	Name of State institution

Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? YES/NO

2.2.1 If so, furnish particulars:

.....

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

- 2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?

YES/NO

- 2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned,
(name)..... in submitting
the accompanying bid, do hereby make the following statements that I certify to be
true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....	
Signature	Date
.....	
Position	Name of bidder

SBD 6.1

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

- 1.1 The following preference point systems are applicable to invitations to tender:
- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- 1.2 **To be completed by the organ of state**

- a) The applicable preference point system for this tender is the **80/20** preference point system.
 - b) The **80/20 preference point system** will be applicable in this tender. The lowest/highest acceptable tender will be used to determine the accurate system once tenders are received.
- 1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:
- (a) Price; and
 - (b) Specific Goals.

1.4 **To be completed by the organ of state:**

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

- 1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.
- 1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing

and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and

- (e) “**the Act**” means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 PREFERENCE POINT SYSTEMS

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 points is allocated for price on the following basis:

80/20

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

SPECIFIC GOALS (80/20)

B-BBEE Status Level of Contributor	1	2	3	4	5	6	7	8	Non-compliant contributor 0
Contributor Number of Points for Preference (80/20) between R2000 and R50m	20	18	14	12	8	6	4	2	
Points Claimed (Supplier to complete)									

DECLARATION WITH REGARD TO COMPANY/FIRM

4.2. Name _____ of
company/firm.....

4.3. Company _____ registration _____ number:
.....

4.4. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
 - ☐ One-person business/sole propriety
 - ☐ Close corporation
 - ☐ Public Company
 - ☐ Personal Liability Company
 - ☐ (Pty) Limited
 - ☐ Non-Profit Company
 - ☐ State Owned Company
- [TICK APPLICABLE BOX]

4.5. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I

acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

.....

GENERAL CONDITIONS OF CONTRACT

The National Treasury General Conditions of Contract shall govern the contractual relationship between SAAO and the successful bidder. The contract is not attached, however is accessible

on SAAO's website - <https://www.saa.ac.za/tenders/>

SPECIAL CONDITIONS

- 1) Responses received from the prospective service providers do not give rise to any contractual obligation to SAAO .
- 2) SAAO reserves its own right to utilize or not utilize any of the information provided by the prospective service providers.
- 3) SAAO reserves the right to request further information should they deem necessary to do so.
- 4) SAAO may decide to call presentations to interrogate the proposals submitted by any prospective service providers.

Service being Measured	Measurement	Minimum level
Electrical Maintenance Services	Completion of repairs and maintenance as per the agreed programme and timeline.	The penalty as per clause GCC22 will be applied.
Certificate of Compliance	A Certificate of Compliance must be handed to the Site & Safety Officer (SAAO) upon completion of electrical works where COC is required.	100% Compliance to the Specifications on the RFP
Personal Protective Equipment and Clothing.	Contractors employees must wear the correct Personal Protective Equipment and Clothing	Personal Protective Equipment and Clothing.
Health & Safety Administration.	A Contractors' 37.2 form to be completed by SHE department.	Prior to commencement of work
Safety File	Submission Date	Prior to commencement of work

SERVICE PERFORMANCE LEVELS (MANDATORY)

Service being Measured	Penalty where minimum levels are breached
Timely delivery	As stipulated on GCC 22.1 and contractually agreed
Personal Protective Equipment and Clothing.	Letter of Non - Compliance
Health Safety and Administration.	Letter of Non - Compliance

GENERAL CONDITIONS OF CONTRACT FOR PERFORMANCE MANAGEMENT

GCC22	22. Penalties
	22.1. Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.
Please visit https://www.nrf.ac.za/procurement/General-Conditions-of-Contract for the detailed GCC's which forms part of the binding contract which will be issued to the awarded bidder.	

BID SIGNATURE (SBD 1)

I, the bidder, warrant by signature as having read and accepted each page in this document including any annexures attached to this document. I undertake to supply all or any of the goods, works, and services described in this procurement invitation to SAAO in accordance with the conditions requirements and specifications stipulated in this bid document at the price/s quoted. I confirm that I have satisfied myself as to the correctness and validity of my offer/bid in response to this invitation, covering all my obligations and I accept that any mistakes regarding price(s), rate(s), and calculations are at my own risk.

My offer remains binding upon me and open for acceptance by SAAO during the validity period indicated and calculated from the closing time of bid invitation. I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me in terms of this document as the principal liable for the due fulfilment of the subsequent contract conditions if awarded to me.

I declare that during the bidding period did not have access to any NRF proprietary information or any other matter that may have unfairly placed our bid in a preferential position in relation to any of the other bidder(s).

I confirm that I am duly authorised to sign this offer/ bid response.

NB: Failure to provide / or comply with any of the above particulars may render the bid invalid.

Signature of bidder: